

BASIC GRANT CERTIFICATION
Fund Restriction and Program Requirements
Michigan Department of Human Services

1. Basic Grant funded programs are restricted to youth who are within or are likely to come within the jurisdiction of the probate court as defined under MCL 721A.1 to 712A.28.

Eligible Youth

*All youth who are under court jurisdiction or for whom a complaint or petition has been filed with the court.

*Youth who are at risk.

Youth are considered to be at risk and “likely to come within court jurisdiction” if any two or more of the following risk factors apply to the youth and are documented in case files:

- a. Reported abuse and/or neglect of the youth.
- b. History of school truancy, suspensions or being expelled.
- c. Run away from home.
- d. Use of alcohol or drugs.
- e. Ineffective, inconsistent or nonexistent parental control.
- f. Negative or delinquent peer relationship(s).

2. The Basic Grant cannot be used to supplant existing service costs or to pay for any judicial functions that are the responsibility of the court. (In general, such “judicial functions” relate to court administration and adjudication costs. (See Child Care Fund Handbook).
3. Basic Grant funds shall not be used to pay for court case services personnel hired after April 30, 1985, who do not meet the minimum standards of education and training as stated in the Juvenile Court Standards and Guidelines for the Care of Children. The following positions are included:

*Supervisory Personnel

*Probation Officer

*Counselors

4. Non-scheduled payments may not be made to pay for basic family needs otherwise available through public assistance programs.
5. In Basic Grant programs, County Department of Human Services staff responsible for individual case plan development and monitoring must meet the requirements for staff supervising children in foster care, as specified in the Administrative Rules for Child Placing Agencies.
6. In Basic Grant programs, department or juvenile court contractual staff who develop and/or monitor case plans, must meet the requirements for staff supervising children in foster care, as established in the Juvenile Court Standards and Guidelines for the Care of Children.
7. Court administered child specific services provided through Basic Grant reimbursement shall be documented in individual files which conform to the record keeping requirements in the Juvenile Court Standards and Guidelines for the Care of Children. A caseload list must be maintained for each Basic Grant component.
8. County Department of Human Services administered child specific services provided through Basic Grant reimbursement, shall be documented in individual case files which conform to record keeping requirements in the Administrative Rules for Child Placing Agencies. A caseload list must be maintained for each Basic Grant component.

Only Basic Grant expenditures described in the Annual Plan and Budget and approved by Child and Family Services are reimbursable.

Basic Grant services purchased from a private or public provider require a contract unless the service is supportive of a large component (i.e., clothing, or dental work for a youth served through an established Basic Grant program as, for example, intensive supervision). These non-scheduled payments do not require contracts.

Basic Grant funds are subject to state review and audit and noncompliance with the above restrictions and requirements may result in withdrawing or repayment of state reimbursement.

All Basic Grant contractual services purchased with county appropriated monies shall be the sole responsibility of the county. The signature of the County Department of Human Services Director must be with authority from the county to enter into contractual agreements on behalf of the county for the expenditure of County Child Care Funds.

The county must have all Basic Grant contracts processed through the county's formal contract procedure.

The signatures below certify that Basic Grant policy stated in this document have been reviewed. It is understood that these are conditions for claiming Basic Grant fund reimbursement.

Presiding Judge of Family Division of Circuit Court
Juvenile Division

Date: _____

and/or

County Director of Department of Human Services
as Agent of the County

Date: _____

AUTHORITY: P.A. 87 of 1978. RESPONSE: Is required. CONSEQUENCE FOR NONCOMPLETION: Child care funds will not be reimbursed.	Department of Human Services (DHS) will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.
--	---